

Project Budget Form: Income

Please note: This Excel file has multiple worksheets. Please fill out all worksheets.

1	Applicant Agency:		
2	Project Year:		
3	Request to W&E Haas Fund: \$	for	months
4	Budget prepared by:	Phone Number:	

5	PROGRAM/PROJECT INCOME		
6	Source	Committed	Pending
7	<b>Contributed Income (please specify all sources)</b>		
8	<b>Government</b>		
9	<b>Foundations</b>		
10	<b>Requested from the W&amp;E Haas Fund</b>		
11	<b>Corporations (specify)</b>		
12	<b>Individual Contributions</b>		
13	<b>Other (specify)</b>		
14	<b>Subtotal, Contributed Income</b>	<b>\$0</b>	<b>\$0</b>
15	<b>Earned Revenue</b>		
16	<b>Subtotal, Earned Revenue</b>	<b>\$0</b>	<b>\$0</b>
	<b>Subtotal, All Income and Revenue</b>	<b>\$0</b>	<b>\$0</b>
17	<b>TOTAL COMMITTED AND PENDING INCOME:</b>		<b>\$0</b>

Project Budget Form: Expenses

Please note: This Excel file has multiple worksheets. Please fill out all worksheets.

18 <b>EXPENSES</b>	Project Expense
19 Salaries for project staff (List by title) If less than full-time, please provide percentage in parentheses.	
20 Fringe Benefits @ _____ %	
21 <b>Subtotal - Salaries &amp; Benefits</b>	<b>\$0</b>
22 Consultants & Professional Fees	
23 <b>Subtotal - Consultants' fees</b>	<b>\$0</b>
24 <b>Total Personnel Expenses</b>	<b>\$0</b>
25 <b>Non-Personnel</b>	
26 Rent (identify % of total annual expense) ( _____ %)	
27 Utilities	
28 Telephone, Fax & Internet Services	
29 Web site maintenance	
30 Printing	
31 Postage and Delivery	
32 Office supplies	
33 Equipment	
34 Travel	
35 Participant expenses	
36 Other expenses (specify)	
37 Indirect cost	
38 Fiscal sponsorship fee (if applicable)	
39 <b>Total Non-personnel Expenses</b>	<b>\$0</b>
40 <b>TOTAL EXPENSES</b>	<b>\$0</b>
41 <b>DIFFERENCE (Total Committed &amp; Pending Income less Total Expenses)</b>	<b>\$0</b>

